

DODGE COUNTY BUILDING COMMITTEE MINUTES

Administration Building, Room 1A, 127 East Oak Street, Juneau, WI 53039

Date: March 4, 2015

Call to order: The meeting was called to order by Chairman Mattson at 8:34 a.m. with the following members present: **Rodger Mattson, Mark Roesch, Dennis Schmidt**

Excused: Chester Caine, Tom Nickel

Also present: Russell Freber, Director of Physical Facilities; Phillip McAleer, Asst. Director of Physical Facilities; Mary Kay Westimayer, Administrative Secretary; Anthony Maas, Maas Brothers Construction; Doug Beilke, Maas Brothers Construction.

Public Forum: None

Minutes: A motion was made by Dennis Schmidt and seconded by Mark Roesch to approve the minutes of the February 4, 2015 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

Communications & Committee Member Reports: None

Consider, Discuss and Take Action:

A motion was made by Mark Roesch and seconded by Dennis Schmidt to accept the bid for the Air Vapor Project submitted by Maas Brothers Construction in the amount of \$309,000 for Phase I and \$309,000 for Phase II. Motion Carried.

A motion was made by Mark Roesch and seconded by Dennis Schmidt to accept the resolution for the Air Vapor Project as written. Motion Carried.

A motion was made by Mark Roesch and seconded by Dennis Schmidt to replace the machine and motor in elevator #4 at the Henry Dodge Office Building at an estimated cost of \$43,000. The committee agreed to transfer \$25,000 from the contingency fund and to use \$18,000 in available funds from the Physical Facilities budget to cover the replacement cost.

The Weight Watchers Group has requested room space with storage capabilities in the Administration Building. Numerous questions arose upon discussing this request. It was determined that more information was needed before making a decision on room availability for this group. This item is tabled until the April meeting.

Report & Consider Maintenance Operations & Projects:

Russ Freber updated the committee on the projects at the different locations.

Administration Building

Tree Removal: The Highway Department removed a dead tree from the Administration Building grounds. The Building Committee is in favor of replacing dead trees with new ones.

IT Department: New carpet was installed in 4 offices and a waiting area. The existing carpeting in the remaining areas has been cleaned. The IT department is moving to their new location this week.

HVAC: Johnson Controls is on board for this project and estimated the project to take 5 months to complete.

Parking Lot: The Highway Department has put the parking lot project out for bids.

Courthouse

BO10 Air Conditioning Project Update: The components have arrived. When the weather improves SureFire will place the outside unit. KW Electric will do the wiring. The existing units will be left in place as a backup if needed. This project should be completed by May 1st.

HDOB

Air Conditioning Project Update: Russ met with the consultant and discussed getting this installed prior to the beginning of the cooling season. The machines will be direct purchased in order to save the sales tax. The installation will be bid out.

Gym Lighting Update: The committee decided to table the Gym Lighting Replacement Project until the April meeting in order to gather more information on the lighting usage. Focus on Energy has a temporary promotion with twice the savings that we need to check into as well. This project is not in the 2015 Budget.

Jail

Jail Maintenance: Pod cleaning should be finishing up in Mid-March. There are maintenance items that we were not able to complete due to staffing shortages. They have been identified for future scheduling.

Other Discussions:

MetalFab Building: Russ discussed with the committee proposals for clean-up of this building. A fire alarm panel was installed with a six month contract.

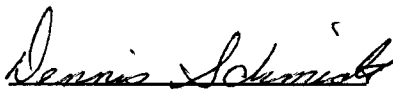
Staffing Updates: One qualified candidate has been offered the Maintenance Mechanic position. We are awaiting the results of the background check.

The next meeting is scheduled for Wednesday April 1, 2014 at 8:30 a.m. in Room G46 of the Henry Dodge Office Building. A tour of the gym and the newly remodeled rooms on third floor will take place for those interested.

Adjournment:

There being no further business to come before this committee, a motion was made by Mark Roesch and seconded by Rodger Mattson to adjourn the March 4, 2015 meeting at 9:47 a.m. Motion Carried.

Respectfully submitted,


Dennis Schmidt, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.